## 1. What is the OLA Grants Management System?

The OLA Grants Management System (GMS) is web-based information management tool which we have adapted to facilitate the grant application process. The GMS will prompt you to fill out online forms and upload application documents and other materials (work plan and timeline, budget, staffing plan, etc.) as file attachments. Onscreen instructions will guide you through the process if necessary.

## 2. Why does my organization need to register for a profile?

Only the system administrator may determine who is permitted access to our GMS. Hence, organizations interested in applying to our grants competition have to register with our office using the registration form found on our website. The contact person identified on this form will receive an email containing a link to the Quickbase application that comprises OLA's GMS. This will allow you to log in and begin your online application. Please note only one contact person from each organization will receive access to OLA's GMS. Refer to Section II, page 2, of the RFA for more information.

- 3. When is the latest I can register my organization to have a profile created? Please register no later than 12:00 p.m. on September 8th for a profile. No profiles will be allowed to be created past this deadline. Only one profile will be created for each nonprofit organization. Please make sure to coordinate within your organization before signing up. Please refer to Section II, page 2, of the RFA for more information.
- **4.** When is the deadline to apply for the Latino Community Development Grant? Latino Community Development Grant applications are due no later than 4:00 p.m. on Friday, September 17<sup>th</sup>, 2010. Applications received on or after 4:01 p.m. on September 17<sup>th</sup>, 2010 will not be accepted by the online application system or forwarded to the Review Panel for funding considerations. Please visit Section II, page 3, of the RFA for more information on the application submission deadline.

## 5. Can I still submit a paper application?

No. All applications must be submitted through the OLA Grants Management System (GMS). OLA will make technical assistance available to organizations with significant limitations in technological capacity.

6. What if my organization does not have the capacity to apply online?

OLA will be holding a Pre-Application Conference on Tuesday, August 24<sup>th</sup>, 2010, and will provide an introductory training session on the OLA Grants Management System (GMS). In addition, there will be online tutorials to help guide an organization through GMS. If further technical assistance is needed, please refer to Section I, page 2, of the RFA for instructions on submitting questions.

## 7. What priority areas are funded under the LCDG?

OLA seeks to award programs that address the following priority areas:

- Education (all ages)
- Workforce Development
- Economic Development
- Housing Services
- At-Risk Youth Empowerment
- Civil Engagement
- Legal Services
- Crisis Intervention
- Arts, Culture and Humanities
- Gang Intervention

For additional questions, please refer to Section I, page 2, of the RFA for instructions.